


AGENDA REQUEST
BUSINESS OF THE PLANNING AND ZONING COMMISSION
CITY OF SUGAR LAND, TEXAS

AGENDA OF <u>07/24/03</u> DEPARTMENT OF ORIGIN: <u>City Secretary</u> REQ. NO. <u>III A</u> DATE SUBMITTED: <u>07/08/03</u> ORIGINATOR: <u>Glenda Gundermann</u>	
SUBJECT:	Minutes of July 08, 2003 Planning and Zoning Commission
PROCEEDING:	Approve minutes.
CLEARANCES:	City Secretary 
EXHIBITS:	Planning and Zoning Commission Minutes July 08, 2003
APPROVED FOR SUBMITTAL: Development Services Director	
EXPENDITURE REQUIRED: AMOUNT BUDGETED: APPROPRIATION REQUIRED:	

RECOMMENDED ACTION:

Staff recommends approval of the minutes of the July 08, 2003 Planning and Zoning Commission meeting.

STATE OF TEXAS §
COUNTY OF FORT BEND §
CITY OF SUGAR LAND §

**CITY OF SUGAR LAND
PLANNING AND ZONING COMMISSION
JULY 08, 2003**

The City of Sugar Land Planning and Zoning Commission convened in a regular meeting open to the public and pursuant to notice thereof duly given in accordance with Chapter 551, Government Code, Vernon's Texas Codes, Annotated, as amended, in Sugar Land City Hall within said City on Tuesday, July 08, 2003 at 7:00 o'clock p.m. and the roll was called of the members; to wit:

Joe Zimmerman, Chairman
Jim Lord, Vice-Chairman
Nancy Porter, Secretary
Jesse DeLaRosa
Kathy Huebner
Rawley Outlaw
Andre McDonald
Michael Yentzen
Sean Burnett

QUORUM PRESENT

All of said members were present, with the exception of Commissioner Huebner, Commissioner Porter, Commissioner Burnett, and Commissioner Yentzen, who were absent.

Also present were:

Kathy Munoz, City Secretary Office, and
A Number of Visitors and Staff

CONVENE MEETING

Chairman Zimmerman convened the regular meeting, open to the public, to order at 7:00 o'clock p.m.

PUBLIC COMMENTS

There were no public comments.

**MINUTES
JUNE 26, 2003**

Chairman Zimmerman introduced consideration on approval of the minutes of the regular City of Sugar Land Planning and Zoning Commission Meeting held June 26, 2003.

**PLANNING AND ZONING COMMISSION
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**MINUTES
JUNE 26, 2003 (CONTINUED)**

Following a full and complete discussion, Commissioner DeLaRosa, seconded by Commissioner Outlaw, made a motion to approve the minutes. The motion carried.

**FACTS, FINDING, AND RECOMMENDATIONS
SUGAR LAND DEVELOPMENT CODE AMENDMENT**

Chairman Zimmerman introduced consideration on a recommendation to the Mayor and Members of City Council for a proposed Amendment to Sugar Land Development Code, Chapter 2, Land Use Matrix to add additional uses in the Neighborhood Business (B-1) District.

Ms. Ruth Walters, Planning Intern, presented an overview of the Sugar Land Development Code amendment.

Overview: The Problem

- Narrow range of permitted uses in the B-1 District
 - o Restricts range of potential tenants
 - o Negatively impacts viability and long-term maintenance of property within B-1
 - o Many typical neighborhood-serving uses are excluded

Overview: The Solution

- Amend B-1 District
 - o Expand uses to include appropriate neighborhood business uses
 - o Place square footage limitations with CUP option
 - o Change current regulations to better reflect intent of B-1

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FACTS, FINDING, AND RECOMMENDATIONS
SUGAR LAND DEVELOPMENT CODE AMENDMENT (CONTINUED)

Commission Workshop April 8, 2003: Main Issues

- Clarification of the private household services (SIC No. 8811)
- Possible unnecessary restriction on Electrical Repair Shops
- Non-electrical items, including an Electrical category

Commission Public Hearing June 26, 2003: Recap

- Mr. Steve Ewbank, Co-chair of Development Committee, spoke in favor of proposed changes
- Mr. Scott Pierce, Property Manager of Covington Square Shopping Center, spoke in favor of proposed changes; requested inclusion of few additional uses:
 - o Travel agencies
 - o Dance studios
 - o Martial arts studios and gymnastics

Staff Analysis: Addressing Public and Commission Concerns

- Suggested additions are appropriate in the B-1; add uses as follows:
 - o SIC No. 4724, "Travel Agencies"
 - o SIC No. 7911, "Dance Studios, Schools"; 100,000 sq. ft. limitation
 - o SIC No. 7999, "Amusement and Recreation Services, NEC"; 10,000 sq. ft. limitations; only specific uses: Gymnastics Instruction, Judo Instruction, Karate Instruction, Yoga Instruction

PLANNING AND ZONING COMMISSION
JULY 08, 2003/PAGE 4

FACTS, FINDING, AND RECOMMENDATIONS
SUGAR LAND DEVELOPMENT CODE AMENDMENT (CONTINUED)

Recommended Action

- Consider the revisions to the uses proposed for the Neighborhood Business (B-1) District
- Staff and the Development Committee recommend approval of Draft B-1 Ordinance

Following a full and complete discussion, Commissioner McDonald, seconded by Commissioner Outlaw, made a motion to recommend to the Mayor and Members of City Council a proposed Amendment to Sugar Land Development Code, Chapter 2, Land Use Matrix to add additional uses in the Neighborhood Business (B-1) District. The motion carried unanimously.

GENERAL PLAN
FLUOR DEVELOPMENT

Chairman Zimmerman introduced consideration on a recommendation to the Mayor and Members of City Council for Fluor 40 Acre Tract General Plan and 14.5 Acre Tract Four, Fluor Central Development Tract Replat No. 1 Preliminary Replat.

Mr. Doug Schomburg, Assistant City Planner, presented an overview of the Fluor Development.

Staff Findings

- The General Plan is in conformance with all applicable ordinances and regulations including the Comprehensive Plan revised Goals, Objectives, and Strategies
- The General Plan meets all the technical requirements to serve as a Preliminary Replat for the 14.5 acre Parcel 1

Staff Recommendation

- Approval of the Fluor 40 acre General Plan/14.5 acre Preliminary Replat with a contingency requested by City Engineer's Office: traffic impact analysis (TIA) information outlined in the July 02, 2003 letter to be addressed by applicant through the platting and site planning process

PLANNING AND ZONING COMMISSION
JULY 08, 2003/PAGE 5

GENERAL PLAN
FLUOR DEVELOPMENT (CONTINUED)

Following a full and complete discussion, the Commissioner DeLaRosa, seconded by Commissioner Lord, made a motion to recommend to the Mayor and Members of City Council the Fluor 40 Acre Tract General Plan and 14.5 Acre Tract Four, Fluor Central Development Tract Replat No. 1 Preliminary Replat with the traffic impact analysis (TIA) information being addressed by the applicant through the platting and site planning process. The motion carried unanimously.

SUBDIVISION PLATS

ST. MARTIN'S LUTHERAN CHURCH

Chairman Zimmerman introduced consideration on St. Martin's Lutheran Church Short Form Final Plat (PL-03-015).

Mr. Chris Wineinger, Planner, presented an overview of the St. Martin's Lutheran Church Short Form Final Plat (PL-03-015).

Following a full and complete discussion, Commissioner Lord, seconded by Commissioner McDonald, made a motion to approve St. Martin's Lutheran Church Short Form Final Plat (PL-03-015). The motion carried unanimously.

COLONY MEADOWS SECTION 4

Chairman Zimmerman introduced consideration on Colony Meadows Section 4 Short Form Final Replat (PL-03-017).

Mr. Chris Wineinger, Planner, presented an overview of the Colony Meadows Section 4 Short Form Final Replat (PL-03-017).

Following a full and complete discussion, Commissioner McDonald, seconded by Commissioner Outlaw, made a motion to approve Colony Meadows Section 4 Short Form Final Replat (PL-03-017). The motion carried unanimously.

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GREATWOOD RESERVES E1-E6 AND A1-A3 RESERVE C6A

Chairman Zimmerman introduced consideration on Greatwood Reserves E1-E6, Greatwood Reserves A1-A3 Reserve C6A Preliminary Replat (PL-03-007).

Mr. Douglas Schomburg, Assistant City Planner, presented an overview of the Greatwood Reserves E1-E6, Greatwood Reserves A1-A3 Reserve C6A Preliminary Replat (PL-03-007).

Following a full and complete discussion, Commissioner Lord, seconded by Commissioner McDonald, made a motion to approve Greatwood Reserves E1-E6, Greatwood Reserves A1-A3 Reserve C6A Preliminary Replat (PL-03-007). The motion carried unanimously.

CANYON GATE RESERVES

Chairman Zimmerman introduced consideration on Canyon Gate Reserves Preliminary Plat (PL-03-018).

Mr. Chris Wineinger, Planner, presented an overview of the Canyon Gate Reserves Preliminary Replat (PL-03-018).

Following a full and complete discussion, Commissioner McDonald, seconded by Commissioner Outlaw, made a motion to table the Canyon Gate Reserves Preliminary Plat (PL-03-018). The motion carried unanimously.

REPORTS

CITY COUNCIL LIAISON REPORTS

No reports were given.

PLANNING AND ZONING COMMISSION LIAISON REPORTS

Commissioner DeLaRosa reported on:

- City Council Meeting – July 01, 2003
 - o Brazos River Park and Conservation District public hearings
 - o Newland Properties

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PLANNING AND ZONING COMMISSION COMMITTEE REPORTS

No reports were given.

CITY STAFF REPORT

Ms. Sabine Kuenzel, City Planner, reported on:

- Budget cuts impacting Planning and Zoning Commission
 - o Courier service cutback
- Distribution of Comprehensive Plan brochures

ADJOURN

There, being no further business to come before the Commission, Commissioner Outlaw, seconded by Chairman Zimmerman, motioned to adjourn. The meeting adjourned: time 7:55 o'clock p.m.

Joe Zimmerman, Chairman

Nancy Porter, Secretary

(SEAL)